MINUTES:	NAVY DATA ENVIRONMENT-NAVY MODERNIZATION (NDE-NM) SHIP MAINTENANCE (SHIPMAIN) SOFTWARE REQUIREMENTS REVIEW (SRR) 27 MAY 2004

present	absent	BOARD MEMBERS	present	absent	INDIVIDUALS REPRESENTING BOARD MEMBERS	present	absent	OTHER ATTENDEES
X		RADM Sullivan				X		Mr. Haney
	X	Mr. Persons	X		Mr. Galloway	X		CAPT Pedersen
X		Ms. Evans				X		CAPT Cain
X		Mr. Cox				X		CAPT Patterson
	X	Mr. Egeland	X		Mr. Douglas	X		CDR Victory (VTC)
X		Mr. Klein (VTC)				X		CDR Tate
	X	Mr. Goodhart	X		CAPT Vargo	X		CDR Loesch
X		Mr. Pitts				X		LCDR Gaffe
X		Mr. Weyman				X		Mr. Marquardt
	X	CAPT McCloskey	X		CDR Klein (VTC)	X		Mrs. Shaw
X		CAPT Marsh (VTC)				X		LT(jg) Sanchez
	X	CAPT Nichols	X		CDR Rose	X		Ms. Tamanini
X		CAPT Green (VTC)				X		Mr. Holmes
X		CAPT McGhee				X		Mr. Undset
	X	CAPT O'Brien				X		Mr. Cabana (VTC)
	X	CAPT (S) Whitney				X		Mr. Buckley (VTC)
X		CDR Guttendorf				X		Mr. Trunzo (VTC)
	X	CDR Terry				X		Ms. Blaine
	X	CDR Matawitz	X		LCDR Heatter	X		Mr. Smith
						X		Mr. Stout
						X		Ms. Matter
						X		Mr. Rock
						X		Mr. Wesley
						X		Mr. Essich

SCRIBE: | Mr. Haney |

Decisions Made

1) The SRR Board approved the SHIPMAIN CFT-4 Modernization Entitled Process without any objections.
2) The SRR Board agreed to proceed with the development of NDE software changes.
3) Five issues regarding the SHIPMAIN process have been identified for further discussion and clarification outside of the SRR meetings. They are:
    i) Provide a better translation of SHIPMAIN information and data into usable

budgetary documentation.
  ii) Determine how the Preliminary Engineering phase is actually funded prior to POM.
  iii) Clarify how the SHIPMAIN process actually overlays to PPBS.
  iv) Clarify the Phase II (a) Process.
  v) Determine how to address rapid response items (need turnaround in days or hours vice years) through the SHIPMAIN process.

Minutes: Summary

1) Copies of presentations given by CAPT Pedersen, the Transition Team Members, Mr. Haney and Mr. Holmes were provided before the meeting and are considered to be included as part of these minutes. The briefs may also be found at **http://www.fmp.navy.mil**
2) Meeting was convened at 0800.
3) Ms. Iona Evans (NAVSEA04R) provided remarks on why the SRR Board was established, and the objectives the Board must reach to implement the SHIPMAIN Modernization Entitled Process.
4) CAPT Dean Pedersen (PEO SHIPS) provided the background on SHIPMAIN and briefed the Alterations Planning Process. CAPT Pedersen stressed during his presentation that we must "develop a balanced Modernization Plan for Surface Ships with the goal of installing what we buy within 3 years".
5) The SHIPMAIN Transition Team Members provided a series of briefs as a result of their off-site meetings relating to the Entitled Process. Team Member presentations addressed the Voting Process, Technical Assessment, Alteration Figure of Merit (AFOM), and Cost Benefits Analysis (CBA) relating to the Entitled Process.
6) RADM Paul Sullivan provided remarks. RADM Sullivan stressed that CFT 4 is tasked with "instilling discipline into the surface ship modernization process." To maximize warfighting effectiveness, better decisions about allocating financial resources and prioritizing alterations is a must. The Modernization entitled process requires an improvement of NDE-NM to accomplish these goals, and make sure that SHIPMAIN is the single process for all surface ship alterations.
7) Stakeholders concurred with the concept of the entitled process and provided approval to begin the process of upgrading NDE to support the requirements.
8) Active participation by all Board members produced several decisions (above), clarifications and action items (W3s below).
9) Meeting adjourned at 1515.

Notes:

SRR Board agreed to meet on a monthly basis to further discuss the NDE-NM software requirement development and implementation plans.

_W3's:_

#	What:	Who:	When:
1.	Review current threshold levels for the SRR Board	Bob Stout	15 June
2.	Determine a mechanism to input programs and capabilities into the Entitled Process	NAVSEA 04 OPNAV N61	31 July
3.	Provide FTE requirements to support the Entitled Process to CAPT Pedersen	ALCON	10 June (pre-PIT)
4.	Provide a database functional allocation to SPAWAR	Billy Douglas	15 June
5.	Reach agreement on authoritative database (NDE) including transition plan	NAVSEA 04 (Pat Haney)	30 June
6.	Validate AFOM-CBA tools	AFOM – CBA teams	30 June
7.	Set up monthly program reviews with SRR team	CFT 4	01 June
8.	Strawman resolution of SHIPMAIN C5I process	BRT 23	10 June (pre-PIT)
9.	Define linkages with Acquisition Process – II(a) Process	Bob Stout	31 July
10.	Reconcile full funding requirements with Entitled Process vs. A-CAT (Milestone A)	CFT 4	15 June PIT F2F
11.	Resolve ECP use in lieu of SCD for SCN	CAPT Cain CDR Tate	30 June
12.	Clarify relationship of AFOM with other assessment tools	LCDR Gaffe	30 June